



DEPARTMENT OF  
REGULATORY AND ECONOMIC RESOURCES  
OVERTOWN TRANSIT VILLAGE NORTH  
701 N.W. 1<sup>ST</sup> COURT  
MIAMI, FL 33136

**NOTICE TO ALL MUNICIPAL PERMIT APPLICANTS THAT  
VISIT THE DEPARTMENT OF REGULATORY AND  
ECONOMIC RESOURCES (RER) ENVIRONMENTAL PLAN  
REVIEW SECTION AT THE OVERTOWN TRANSIT BUILDING  
TO OBTAIN MUNICIPAL PLAN REVIEW**

Effective Monday, February 23, 2015, municipal permit applicants who come to the Environmental Plan Review Section at the Overtown Transit Building to obtain Municipal Plan Review must submit two (2) sets of plans and a municipal intake application. A process number beginning with the letter "M" will be assigned and the plans and application will be routed to the required review sections and departments based on municipality and project scope. In addition to the Environmental Review (DERM) this may include all or some of the following reviews: Water and Sewer, Fire, and Impact Fee.

Additionally, please be prepared to pay the required up-front processing fees. The fees must be paid by check or credit card by visiting the department website at [https://was8exp.miamidade.gov/espWeb/permit/get\\_process\\_number.jsp](https://was8exp.miamidade.gov/espWeb/permit/get_process_number.jsp) . Please note that public access pay stations are conveniently located next to the Plan Review area for this purpose.

Once plan review has been completed, you will receive an e-mail notification or telephone call advising you the process has been completed. Additionally, you will be able to view plan disapproval comments and track the plan review status by visiting the Department's website at <http://www.miamidade.gov/building/plantrack.asp> .

Final Municipal approval will be granted once all reviews are approved and required fees paid. If you have questions or concerns, please contact the Environmental Plan Review Section at 305 372-6899 or via e-mail to the Division of Environmental Resources Management at: [derm@miamidade.gov](mailto:derm@miamidade.gov).

Thank you for your cooperation.